

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

Form Approved

OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.
CLIN X002**B. EXHIBIT**
A**C. CATEGORY:**TDP _____ TM _____ OTHER ☒**D. SYSTEM/ITEM**

Metrology Services

E. CONTRACT/PR NO.**F. CONTRACTOR****1. DATA ITEM NO.**

A030

2. TITLE OF DATA ITEM

Conference Minutes

3. SUBTITLE**4. AUTHORITY (Data Acquisition Document No.)**

DI-ADMN-81250A

5. CONTRACT REFERENCE

See TechEx 4 Table-1

6. REQUIRING OFFICE

MLL

7. DD 250 REQ

LT

**9. DIST STATEMENT
REQUIRED****10. FREQUENCY**

AS REQ

12. DATE OF FIRST SUBMISSION

SEE BLOCK 16

14. DISTRIBUTION**8. APP CODE**

A

11. AS OF DATE

SEE BLOCK 16

**13. DATE OF SUBSEQUENT
SUBMISSION**

SEE BLOCK 16

a. ADDRESSEE**b. COPIES**

Draft

Final

Reg

Repro

16. REMARKS

BLKS 10-14: The contractor shall submit draft minutes from all readiness reviews, technical interchange meeting and demonstrations within 3 working days after each afore mentioned event. Allow 3 days for government approval. Final required 3 days after approval.

Electronic submission will be acceptable.

Applicable CLINS: X001

MLL

1

1

15. TOTAL →

1

1

G. PREPARED BY

Dennis Wells

H. DATE

19 apr 01

I. APPROVED BY

Helen F. Paul

J. DATE

19 apr 01

17. PRICE GROUP**18. ESTIMATED
TOTAL PRICE**